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No. 4, Port Blair, Monday, January 10, 2011

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DIRECTORATE OF CIVIL SUPPLIES & CONSUMER AFFAIRS
v. Meku rFkk fudkckj i' kkl u
ANDAMAN AND NICOBAR ADMINISTRATION

NOTIFICATION

Port Blair, dated the 10th January, 2011

No. 4/2011/F.No.SD/2-194/Estt/2001-09/65.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Govt. of India, Ministry of Home Affairs Notification No. 14-3/60-ANL, dated 11th April, 1960 and in supersession of the Andaman & Nicobar Administration's Notification No. 134/94/F.No.55-15/86-TR dated 5th December, 1994, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby makes the following Rules regulating the method of Recruitment to the Group 'C' post of **Heavy Vehicle Driver** borne on the establishment of Directorate of Civil Supplies & Consumer Affairs of the Andaman and Nicobar Administration, namely :-

1. Short title and commencement :-

- These rules may be called the Andaman & Nicobar Administration (Heavy Vehicle Driver) Recruitment Rules, 2010.
- They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, classification and scale of pay :-

The number of posts, their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the Schedule – I annexed hereto.

3. Method of recruitment, age limit, qualification :-

The method of recruitment, age limit, qualification and other matters relating to the said posts shall be as specified in paras 5 to 15 of the Schedule aforesaid.

4. Disqualification :-

No person —

- Who has entered into or contracted a marriage with a person having a spouse living, or
- Who is having a spouse living, has entered into or contracted a marriage with any person,

shall be eligible for appointment to the said posts:

Provided that the Lieutenant Governor (Administrator), Andaman and Nicobar Islands may, if satisfied that such marriage is permissible under the personal law applicable to such persons and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this Rule.

5. Power to relax :-

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for the reason to be recorded in writing, relax any of the provisions of these rules with respect of any class or category of persons.

6. Saving :-

Nothing in these Rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the candidates belonging to Scheduled Castes, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

Lt. Gen. (Retd.) Bhopinder Singh, PVSM, AVSM
Lieutenant Governor,
Andaman and Nicobar Islands.

By order and in the name of the Lt. Governor,
Andaman & Nicobar Islands.

Sd./-
Director (CS & CA)
Directorate of Civil Supplies & Consumer Affairs

SCHEDULE – I

RECRUITMENT RULES FOR THE POST OF HEAVY VEHICLE DRIVER
IN THE DIRECTORATE OF CS&CA, A&N ADMINISTRATION, PORT BLAIR

1.	Name of post	Heavy Vehicle Driver
2.	No. of post	7 (Seven) 2010 (Subject to variation dependent on workload)
3.	Classification	General Central Services, Group 'C', Non-Gazetted, Non-Ministerial
4.	Pay Band and Grade Pay / Pay Scale	PB – 1 Rs.5200-20200 + Grade Pay Rs. 2400
5.	Whether selection post or non-selection post	Not applicable
6.	Age limit for direct recruits	21-33 years (male) 21-38 years (female) (Relaxable for Government Servants upto 5 years in accordance with the instructions issued by the Central Government) Note :- The crucial date for determining the age limit shall be the closing date for the receipt of applications from applicants/name from the Employment Exchange, A&N Islands
7.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1972 ?	No
8.	Educational and other qualifications prescribed for direct recruits	Essential :- 1. Secondary School Examination (Xth Std.) pass from a recognized Board / Institution 2. Must possess a valid Heavy Motor Vehicle Driving Licence 3. Must qualify the Written/Proficiency-cum-trade test

		<u>Desirable :-</u> 1. 2 (Two) years experience in driving of Heavy Motor Vehicle 2. Knowledge of Motor Mechanism and capable to rectify minor defects in the vehicle 3. Must have good knowledge in Traffic rules 4. Knowledge of Hindi
9.	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees ?	Not applicable
10.	Period of probation, if any	2 (Two) years
11.	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the posts to be filled by various methods	100% by direct recruitment
12.	In case of recruitment by promotion/ deputation/absorption, grades from which promotion / deputation / absorption are to be made	Not applicable
13.	If a DPC exists, what is its composition ?	<u>Group 'C' DPC (for confirmation) consisting of :-</u> 1. Director (CS&CA), A & N Admn. - Chairman 2. Deputy Director (CS&CA) - Member 3. Mechanical Engineer, Motor Transport Dept. - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Annexure to the Schedule -I

ANNEXURE TO SCHEDULE - I

JOB DESCRIPTION FOR THE POST OF HEAVY VEHICLE DRIVER

1. He should possess valid Heavy Driving Licence in hand;
2. He should wear proper uniform daily;
3. He must be able to read English/Hindi, Numerals and Figures.
4. He should drive the vehicle in safe way as per traffic rules;
5. He should be punctual in attendance;
6. He should maintain true & correct accounts of the journey of vehicle in the log book of the vehicle properly and maintain accounts for the fuel drawn for vehicle on weekly basis;
7. He should get the log book verified and signed by the designated authority on monthly basis;
8. He should keep the vehicle neat and clean by water washing, wiping and polishing;
9. He should check the oil, lubricant, water & brake every day before the vehicle being taken for driving;
10. He must have practical knowledge of petrol & diesel engine working and able to locate faults and rectify minor running defects;

11. He must be able to change whets and correctly inflate the tyre;
12. He should maintain tool kit in the vehicle;
13. He should keep the spare wheel/parts in the vehicle in safe custody and to good condition;
14. On the vehicle being sent for repairs etc., he would be required to maintain close coordination with workshop to get the vehicle repaired in time and keep himself abreast of the progress of repair/replacement of damaged parts etc.;
15. The damaged/replaced parts of vehicle after repair shall be made available to vehicle In-charge of the office;
16. He should maintain a date-wise record entry in respect of the repairs, cost of spareparts replaces at the time of carryingout the repair;
17. He is responsible for timely reporting of breakdowns/accidents to the authorities;
18. He is responsible to collect the bills for repairing charges/cost of spareparts of the vehicle and submit in the office for arranging timely payment.
